

Dionysius Ayala

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~~OBJECTIVE:~~

~~To seek a position that will utilize my computer and organizational skills~~

EDUCATION:

A.S., Applied Information Technology
Pace University School of Computer Science and Information Systems, White Plains, New York
June 2004, GPA: 3.63 Awards:

Certificate in Personal Computer Applications for the Workplace Professional
Pace University School of Computer Science and Information Systems, White Plains, New York
December 2002

HONORS/AWARDS:

- ~~Deans's List (2 Semesters)~~
- ~~Service to Others & Outstanding Effort (2 Semesters)~~
- ~~Alice V. Feeley Award~~
- ~~Applied Information Technology Award in Personal Computer Applications~~
- ~~Alpha Sigma Lambda Honor Society, Pace University Mu Alpha Chapter~~

Mercy University, Dobbs Ferry, New York
Candidate for B.S. in Criminal Justice Forensics
Awards: Dean's list, The National Honor Society in Criminal Justice, Alpha Phi Sigma, Delta Alpha Pi International Honor Society.
MAY 2024
GPA 3.7

CERTIFICATIONS:

~~Preparing for Oracle 11g Exam, NETCOM Information Technology, New York, New York~~

COURSEWORK:

- ~~A+ Certificate Program~~
- ~~Network+ Certificate Program~~
- ~~MS SQL Server 2000 System Administration~~
- ~~MS SQL Server 2000 Database Design and Implementation~~
- ~~Managing and Maintaining a MS Windows Server 2003 Environment-Complete~~
- ~~Oracle Database 11g: Intro to SQL & Administration Workshop I & II~~

Forensic I & II, Criminology
Criminal Investigation
Research Methods in Criminal Justice
Forensic Psychology
Sociology

COMPUTER SKILLS:

Proficient in: MS Word, MS Excel, MS Access, MS PowerPoint, Database Design, SQL statements, PL/SQL,
~~SQL*Plus~~ Hardware Installation
Familiar with: Hardware Setup, Networking, Visual Basic, and HTML

COMPUTER PROJECTS:

- ~~Designed prototype database using MS Access for the Security Department while interning at St. John's Riverside Hospital, Yonkers, NY~~
- ~~Created Financial Report using MS Excel for Treasury Dept. at Iglesia de Dios Pentecostal, St. Croix, U.S.V.I.~~
- ~~Designed and created mock personal Web page using HTML~~

EMPLOYMENT:

Yonkers Community Action Program, Yonkers, NY

Adult Services/Emergency Food Pantry/First Time Homebuyers Director

Started as a Senior Outreach/Food Pantry intern in Sept. 2002 and over the next two years was promoted to Adult Services/Food Pantry Director and assigned to the First Time Homebuyer's Program to assist clients through the First Time Home buying process.

Duties include:

- Overseeing maintenance of food pantry, including inventory control, documentation of eligibility, and stock level.
- Coordination and delivery of food and produce either on site, homebound, or for emergency distribution: Service, on average, 523 clients per month
Supervise part-time staff and all volunteers (30)
- Timely completion of required local, state and federal reports and maintenance of all confidential case records.
- Attend and serve as an advocate at local government and community-based agencies.
- Refer individuals to services available including assistive technology, housing, health and wellness.
- Serve as a resource and counsel to individuals by providing linkages to opportunities and services.
- Conduct, in partnership and coordination with other agencies, seminars, presentations, and activities that address, communicated and identified needs.
- Provide follow-up to ensure that individuals have received the services needed, and identify additional resources or options available.
- Work with seniors who are isolated, disabled and/or below poverty level to improve their quality of life. Regularly monitor and survey them. Receive feedback on activities.
- Establish and maintain a comprehensive system of services for the elderly in the form of information, referral, and assistance.
- Attend training and information seminars on topics addressing senior issues.

Accomplishments:

Expanded Senior Outreach/Food Pantry program through partnerships and creative outreach initiatives, which increased client participation by 30%

SPECIAL PROJECTS:

Spearheaded "Operation Sweetness" in partnership with Westchester/Putnam Central Labor Body, Food Patch Inc., and United Way. Determined amount and ordered food as per nutritional guidelines. Responsible for recruiting and supervising 30 volunteers, who together, loaded, sorted and distributed 7,816 lbs of food (600 bags) which fed 200 families of striking workers of Longshoremen's Association Local 1814.

OTHER SKILLS:

Fluent in English and Spanish. Type 55-65 wpm. Organized, detailed, team player, energetic, and trustworthy

PROFESSIONAL AFFILIATIONS:

Mesilient persistent strong willed independent
Board Member, Valentine Lane Family Practice, Yonkers, NY

REFERENCES:

Available Upon Request